

CHILDREN'S FOSTER HOME RULES COMPLIANCE RECORD

Michigan Department of Human Services
Bureau of Children and Adult Licensing

Foster Home Information

Home Type	License Number
<input type="checkbox"/> Foster Family Home (1-4) <input type="checkbox"/> Foster Family Group Home (5-6)	
Home Name (Both people's names in last name, first name format)	Telephone Number
Address (Number, Street, City, ZIP code)	Date(s) of Home Visit
Worker's Name	Telephone Number
Purpose of Visit <input type="checkbox"/> Original Licensing Visit <input type="checkbox"/> Renewal Licensing Visit <input type="checkbox"/> Annual Licensing Visit <input type="checkbox"/> Complaint Investigation (Specify rule) _____ <input type="checkbox"/> Supervisory Visit (Specify rule) _____	Statements which appear opposite each rule number are summaries and are not identical to the Administrative Rules for Foster Family Homes and Foster Family Group Homes.

PART 2 - APPLICATION AND LICENSING

Rule 201 Foster parent qualifications

	C	N	D
(a) 18 years of age or older	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(b) Good moral character	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(c) Willingness to provide care	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(d) Understanding of the care.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(e) Time to provide care.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(f-1) Source of income	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(f-2) Capable of managing income	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(g-1) Physical health.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(g-2) Mental health	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(g-3) Emotional health.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(h) Demonstrates ability to work with family	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(i-1) Suitable habits.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(i-2) Suitable temperament.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(i-3) Suitable reputation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(j) Willingness and ability to comply with licensing rules	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Rule 202 Member of household qualifications

(a) Good moral character	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(b-1) Suitable habits	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(b-2) Suitable temperament.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(b-3) Suitable reputation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(c-1) Physical health	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(c-2) Mental health.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(c-3) Emotional health	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(d) Willing to accept a foster child into the home.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(e) If providing care, meets qualifications for being a foster parent	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Rule 203 Orientation

Attended orientation before completing and submitting the application	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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Rule 204 Application submission

(1) Application completed, signed, and submitted within 30 days.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(2) In a 2-caregiver household, both caregivers signed the application	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Rule 205 Records check

(1) The applicant provided all required signed releases at time of original	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(2) Provides signed releases by the next working day if another adult moves in	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Rule 206 Foster home evaluation

	C	N	D
(1-a) Allows the agency reasonable access to the foster home.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(1-b-1) Marital and family status and history	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(1-b-2) Educational history and any special skills and interests	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(1-b-3) Employment history and current financial status	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(1-b-4) Physical, mental, and emotional health	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(1-b-5) History of substance abuse	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(1-b-6) Parenting skills and attitudes toward children.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(1-b-7) Methods of discipline of children.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(1-b-8) Adjustment and special needs of the applicant's own children	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(1-b-9) Strengths and weaknesses.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(1-b-10) Experiences with own parents and any history of out-of-home care	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(1-b-11) Family's perception of foster care	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(1-b-12) Reason for applying.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(1-b-13) Experience in providing regulated care	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(1-b-14) Attitude towards accepting a foster child	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(1-b-15) Willingness to parent cross-racially or cross-culturally	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(1-b-16) Capacity and disposition to give love and affection	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(1-b-17) Capacity to provide guidance and to educate.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(1-b-18) Willingness to work with a foster child's family	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(1-b-19) Adequacy of the house, property, neighborhood, schools, and community	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(1-b-20) Children preferred.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(c-1) Provided three references.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(c-2) Provided required medical statements.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Rule 207 Subsequent evaluations

A foster parent:	
(a-1) Allows access to the foster home for licensing, and	<input type="checkbox"/>
(a-2) To the foster child for supervision	<input type="checkbox"/>
(b) Provides any changes to information contained in the evaluations	<input type="checkbox"/>
(c) Shares information on family functioning and interrelationships	<input type="checkbox"/>
(d-1) Provides placement preferences	<input type="checkbox"/>
(d-2) Identifies children that would not be accepted into placement by:	
(d-2-a) Characteristics	<input type="checkbox"/>
(d-2-b) Age	<input type="checkbox"/>
(d-2-c) Race	<input type="checkbox"/>
(d-2-d) Ethnic background	<input type="checkbox"/>
(d-2-e) Number	<input type="checkbox"/>

PART 3. THE FOSTER HOME**Rule 9301 Maintenance**

- (1) The foster home:
 (1-1) Is clean
 (1-2) Safe
 (1-3) In good repair
- (2) The foster home meets the needs of:
 (2-1) Each foster child and
 (2-2) Each member of the household

C N D**Rule 9302 Heat, light, and ventilation**

- (1) The foster home has adequate:
 (1-1) Heat
 (1-2) Light
 (1-3) Ventilation
- (2) If used for ventilation, screens are on:
 (2-1) Windows
 (2-2) Doors

Rule 9303 Flame and heat-producing equipment:**maintenance; inspection**

- (1) The following are maintained in safe condition:
 (1-a) Furnace
 (1-b) Water heater
 (1-c) Fireplace
 (1-d) Pipes
 (1-e) Radiators
 (1-f) Wood-burning stoves
 (1-g) Other flame-producing or heat-producing equipment
- (2) Portable heating devices are not used in bedrooms

Rule 9304 Smoke detectors

- (1) An approved smoke detector is installed and maintained as follows:
 (1-a) On each floor of the home, including the basement
 (1-b) Between the sleeping area(s) and the rest of the home
- (2) An approved carbon monoxide detector is installed and maintained as recommended

Rule 9305 Bathrooms; water supply; sewage disposal

- (1) The foster home has a minimum of:
 (1-1) 1 flush toilet
 (1-2) 1 washbasin that has warm and cold running water
 (1-3) 1 bathtub or shower that has warm and cold running water
- (1-4) All in working order
- (2) Water temperature from accessible outlets does not exceed 120 degrees fahrenheit
- (3) Bathroom is accessible to a foster child requiring regular use of a wheelchair
- (4) The water supply is from an approved source
- (5) Sewage disposal is through a public system or in a manner that is approved

Rule 9306 Bedrooms

- (1) Bedrooms comply with all of the following:
 (1-a-1) Allows for both rest and privacy
 (1-a-2) Has access to adult supervision
 (1-b) Has 40 square feet of floor space per person

- (1-c) Has space for the storage of clothing and personal belongings
 (1-d-1) Has a finished ceiling
 (1-d-2) Floor-to-ceiling permanently affixed walls
 (1-d-3) Finished flooring
 (1-e) Has a latchable door that leads directly to a means of egress
 (1-f-1) Has at least 1 outside window
 (1-f-2) Is accessible to children and caregivers
 (1-f-3) Can be readily opened from inside the room
 (1-f-4) Is of sufficient size and design to allow for the evacuation
 (g) Does not contain:
 (1-g-1) Household heating equipment
 (1-g-2) A water heater
 (1-g-3) A clothes washer
 (1-g-4) A clothes dryer
 (2) None of the following is used as a bedroom:
 (2-a) A hall
 (2-b) A closet
 (2-c) A stairway
 (2-d) A garage
 (2-e) A shed
 (2-f) A detached building
 (2-g) A space accessible only by a ladder, folding stairway, or through a trapdoor

(3) A foster parent shall ensure that all bedding and sleeping equipment comply with the following conditions:

(a) All blankets shall be appropriate for the weather
 (b) All bedding and equipment shall be in good repair and shall be cleaned and sanitized before being used by another person
 (c) All bedding used by children shall be washed when soiled or weekly at a minimum
 (d) A clean pillow for children 2 years of age and older
 (e) Infants, birth to 12 months of age, shall rest or sleep alone in a crib or bassinet that meets the conditions of subdivision (f) of this rule
 (f) All cribs and bassinets shall be equipped with:
 (i) A firm, tight-fitting mattress with a waterproof, washable covering
 (ii) No loose, missing, or broken hardware or slats
 (iii) Not more than 2 3/8 inches between the slats
 (iv) No corner posts over 1/16 inches high
 (v) No cutout designs in the headboard or footboard
 (vi) A tightly fitted bottom sheet shall cover the mattress with no additional padding placed between the sheet and mattress
 (g) An infant's head shall remain uncovered during sleep
 (h) Soft objects, bumper pads, stuffed toys, quilts or comforters, and other objects that could smother a child shall not be placed with or under a sleeping infant
 (i) Blankets shall be tucked in along the sides and foot of the mattress and shall not come up higher than an infant's chest
 (j) Blankets shall not be draped over cribs or bassinets
 (k) Infant car seats, infant seats, infant swings, highchairs, playpens, waterbeds, adult beds, soft mattresses, sofas, beanbags or other soft surfaces are not approved sleeping equipment for children 24 months of age or younger
 (l) Children 24 months or younger who fall asleep in a space that is not approved for sleeping shall be moved to approved sleeping equipment appropriate for their size and age

PART 3. THE FOSTER HOME (Cnt'd)**Rule 9307 Exits**

	C	N	D
(1) Each floor level used by a family member has:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(1-1) 2 exits.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(1-2) The exits are remote from each other.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(1-3) 1 of the exits provides a direct, safe means of unobstructed travel to the outside.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(2) A window used as a second exit complies with all of the following:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(2-a) Is accessible to children and caregivers.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(2-b) Can be opened from inside the room.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(2-c) Is of a size and design to allow for the evacuation.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(3) Occupancy above the second floor has:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(3-1) 2 stairways to ground level.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(3-2) 1 of which proves a direct means of egress to the outside at ground level.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Rule 9308 Telephone

(1) An operating telephone is available in the foster home.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(2) Emergency telephone numbers are within sight of the telephone.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Rule 9309 Wheelchair access

The foster home is accessible is providing care to a foster child requiring regular use of a wheelchair.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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PART 4. FOSTER CARE**Rule 9401 Child capacity; living arrangement**

(1) The maximum number of children is 8.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(2) Not more than 2 children under 1 year of age receive care in the foster home.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(3) Children birth to 24 months of age shall sleep alone in a crib, bassinet or toddler bed that is appropriate and sufficient for the child's length, size, and movement.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(a) An infant shall be placed on his or her back for resting and sleeping.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(b) An infant unable to roll from stomach to back, and from back to stomach, when found facedown, shall be placed on their backs.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(c) An infant who can easily turn over from his or her back to his or her stomach shall be initially placed on his or her back, but allowed to adopt whatever position he or she prefers for sleep.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(d) For an infant who cannot rest or sleep on her/his back, the foster parent shall have written instructions, signed by a physician, detailing an alternative safe sleep position and/or other special sleeping arrangements for the infant.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(e) Foster parent shall maintain supervision and frequent monitoring of infant for signs of distress not exclusively via a baby monitor.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(4) Nonambulatory children sleep in bedrooms that have a means of exiting at ground level.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(5) A child does not share a bedroom with a non-parent adult unless:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(5-1) The child and adult are siblings of the same sex.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(5-2) The child is less than 1 year of age.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(5-3) The child has a special medical need that requires adult attention.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(6) Children, 3 years of age or older, do not share a bedroom with a parent.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(7) Children of the opposite sex, more than 5 years of age, do not share a bedroom.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(8) Each child shall sleep:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

(8-1) Alone in a bed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(8-2) With 1 other child of the same sex in a double bed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(9) Resting or sleeping areas shall have adequate lighting to allow the foster parent to assess children.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Rule 9402 Child placement

(1) Each foster child falls within the approved placement specifications.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(2) The terms of the foster home license are followed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(3) Each foster child has been placed by:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(3-1) The agency that certified the home.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(3-2) Another agency with the prior approval of the agency that certified the home	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Rule 9403 Foster parent duties

Foster parents:			
(a) Cooperate with and assist in implementation of service plans.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(b) Fully disclose foster child progress and problems	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(c) Provide written notification 14 calendar days before a foster child is moved.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(d-1) Maintain a copy of the following agency policy:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(d-1-1) Behavior management.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(d-1-2) Religion.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(d-1-3) Mail	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(d-1-4) Education.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(d-1-5) Personal possessions, allowances, and money	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(d-1-6) Clothing.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(d-1-7) Emergencies.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(d-1-8) Medical and dental care.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(d-1-9) Substitute care.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(d-1-10) Unusual incidents	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(d-1-11) Hazardous materials.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(d-2) Follow the agency's written policies and procedures.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Rule 9404 Behavior management

(1) Each foster child's behavior management plan is followed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(2) Restraint, if used, is:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(2-1) Reasonable.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(2-2) For the allowed reasons.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Rule 9405 Religion

Foster parents follow the agency's religion policy	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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Rule 9406 Mail

Foster children can send and receive mail in accordance with the agency's mail policy	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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Rule 9407 Education

Foster parents implement the education or training plan of each foster child	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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Rule 9408 Personal possessions, allowances and money

(1) Foster parents follow the agency's policy on personal possessions, allowances, and money.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(2) A foster child's possessions are provided to the child if the child moves from the home	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Rule 9409 Clothing

(1) Each foster child has sufficient, properly sized, and appropriate clothing.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(2) Clothing provided to a foster child is:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(2-1) The child's property.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(2-2) Is provided to the child if the child moves from the home	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

PART 4. FOSTER CARE (Cnt'd)**Rule 9410 Emergencies**

- (1-1) Foster parents follow agency approved written emergency procedures for the following emergencies: C N D
- (1-2-a) Fire
 (1-2-b) Tornado
 (1-2-c) Serious accident or injury
 (2) Prompt evacuation of a person who needs assistance
 (3) Each member of the household and substitute care provider is familiar with the emergency and evacuation procedures

Rule 9411 Medical and dental care

- (1) The prescribed health plan for each foster child is followed
 (2) Foster parents follow approved protocols for medical care
 (3) Medications are inaccessible to children unless medically necessary
 (4) Prescription medication is given or applied as directed by a licensed physician

Rule 9412 Substitute care: agency notification

- Foster parents follow the agency's substitute care policy

Rule 9413 Unusual incident notification

- Foster parents follow the agency's unusual incident policy

Rule 9414 Hazardous materials

- Foster parents follow the agency's hazardous materials policy

Rule 9415 Foster parent training

- Foster parents attend training as required by the agency foster parent training plan

Rule 9416 Food and nutrition

- (1) Foster parents provide for the nutritional needs of each foster child
 (2) Meals are nutritious, well-balanced, and of sufficient quantity
 (3) Special diets are provided as prescribed
 (4) Foster children eat with the other members of the household
 (5) Foster children eat the same meals as other members of the household
 (6) Refrigeration is used for perishable foods
 (7) Only pasteurized milk products are served to foster children

Rule 9417 Foster child tasks

Foster children perform only those routine tasks that are:

- (a) Within the child's ability
 (b) Are reasonable
 (c) Similar to those expected of other members of the household

Rule 9418 Recreation

Foster parents:

- (1-1) Provide a variety of indoor and outdoor recreational activities
 (1-2) Encourage participation in activities

Rule 9419 Transportation

- Transportation of members of the household is conducted as required by state law

PART 5. REPORTING and RECORD KEEPING**Rule 9501 Reporting suspected child abuse or neglect**

- (1) A report is made immediately if physical or sexual abuse or neglect is suspected
 (2) If the abuse or neglect occurred in the foster home, the report is made to:
 (2-a) The local county child protective services unit
 (2-b) The agency
 (2-c) A written report, as required by the agency is provided

Rule 9502 Reporting foster home changes

- A change in any of the following is reported by the next working day:
- (a) Employment status of a foster parent
 (b) Serious illness, injury, or death of a member of the household
 (c) Household composition
 (d) Arrests and criminal convictions of a foster parent or member of the household
 (e) Court-supervised parole or probation of a foster parent or member of the household
 (f) Foster Parent or Member of the household admission to, or release from:
 (f-1) A correction facility
 (f-2) A facility for the treatment of an emotional, mental or substance abuse problem
 (g) Counseling, treatment, or therapy on an outpatient basis for an emotional, mental, or substance abuse problem of a foster parent or member of the household

Rule 9503 License application filing: agency notification

- (1-1) Agency is notified after filing an application for adult foster care or child daycare
 (1-2) Notification is made within 5 working days

Rule 9504 Change of residence: agency notification

- (1-1) Agency is notified of any planned change of residence
 (1-2) An application for licensure at the new address is submitted
 (1-3) Application is submitted not less than 4 weeks before the move

Rule 9505 Confidentiality

- (1-1) Information obtained, and records maintained is kept confidential
 (1-2) Information is released only to a person authorized by the agency placing the child
 (2) The requirements in subrule (1) of this rule shall not prohibit a foster parent from communicating with any person or organization that has a statutory privilege or any person representing the foster parent in a licensing or legal matter

Rule 9506 Record management

- (1) A record for each foster child in the home is maintained
 (2) The record contains all of the following:
 (2-a-1) Child's name
 (2-a-2) Date of birth
 (2-b) Any known history of abuse or neglect of the child
 (2-c) All known emotional and psychological problems of the child
 (2-d) All known behavioral problems of the child
 (2-e) Circumstances necessitating placement of the child
 (2-f) Any other known information to enable a stable, safe, and healthy environment

PART 5. REPORTING and RECORD KEEPING (Cnt'd)

(2-g-1) Date of placement.....
 (2-g-2) Date of termination of placement.....
 (2-h-1) Agency name
 (2-h-2) Address.....
 (2-h-3) Telephone number
 (2-h-4) Emergency telephone number.....
 (2-h-5) Agency social services worker who is currently assigned to the child.....
 (2-i-1) Name, address, telephone number of child's physician
 (2-i-1-1) Name, address, telephone number of child's dentist.....

((2-j) Written routine and emergency medical and surgical treatment consent.....
 (2-k) A report of the child's medical history
 (2-l) Dates of, and reasons for, medical treatment of the foster child.....
 (2-m) Child's behavior management and discipline plan.....
 (2-n) Child's visitation plan
 (3) Each record is stored and maintained in a manner to prevent unauthorized access.....
 (4) Records provided by the child placing agency are returned to the agency at closure.....

Summary of findings:

Licensing Recommendation (Include license action, age, sex, characteristics, and special needs of children best served, and maximum capacity)

Licensee Signature	Date	Licensee Signature	Date
Worker Signature	Date		
Authority: 1973 PA 116	Department of Human Services (DHS) will not discriminate against any individual or group because of race, religion, age, national origin, color , height, weight, marital status, sex, sexual orientation, gender identity or expression, political beliefs or disability . If you need help with reading, writing, hearing, etc., under the Americans with Disabilities Act, you are invited to make your needs known to a DHS office in your area.		